

Wayne County Board of Education
Policies Update: (Programs (7))

- ***Policy 2271 (Programs: Dual Credit)***
- ***Policy 2275 (Programs: Mountaineer Challenge Academy)***
- ***Policy 2340 (Programs: Field (Co-Curricular and other (Extra-Curricular) County Sponsored Trips)***
- ***Policy 2411 (Programs: Guidance and Counseling)***
- ***Policy 2413 (Programs: Aids Education Program)***
- ***Policy 2451 (Programs: Alternative School Programs)***
- ***Policy 2605 (Programs: Program Accountability and Evaluation)***

***Your comments concerning these policy should be sent
in writing (mail or email) to:***

***Mr. Todd Alexander
Superintendent
Wayne County Board of Education
PO Box 70
Wayne, WV 25570
Email: talexand@k12.wv.us***

***These policies are out for public comment for 10 working days beginning
Tuesday, April 21, 2026 through Monday, May 4, 2026***

Book	Public Comment Period 4/17/26 thru 5/5/26
Section	Vol 16-2 Ready for TAA/Director
Title	Revised Policy - Volume 16, No. 2 - December 2024 - DUAL CREDIT
Code	po2271
Status	
Adopted	May 26, 2015
Last Revised	February 23, 2016

Revised Policy - Volume 16, No. 2 - December 2024

2271 - DUAL CREDIT

The Board shall allow students to earn credit for completion of college courses and other advanced courses outside the school setting as authorized by West Virginia Board of Education policy 2510. If these courses, including dual credit courses, are used to meet graduation requirements, this policy and alignment documentation must be reviewed and approved by the West Virginia Department of Education and the West Virginia Board of Education (See Dual Credit Policy Form 2271 F1). A dual credit course enables a high school student to simultaneously receive credit for a high school and college course. **Students may not receive dual credit for an AP[®] course.**

A dual credit course must meet both the specified course content standards and objectives for secondary offering and the college course requirements. The course development must engage secondary postsecondary and postsecondary teachers of the content areas and administrators to determine alignment of the content standards for both the secondary and course. Dual credit courses may be delivered at the high school, on the college campus, another site not located at the high school or college campus, in a virtual environment, or through a combination of these delivery methods. Dual credit courses may be taught by college faculty or by a high school teacher who has been approved by the college to teach the course.

A course, where a student will earn dual credit, must provide for 180 days of instruction, provide for student assignments on dates when the college may not be in session, and how a missed day of class or instruction at the secondary level will be handled when the college is in session.

If dual credit is not earned, a student may earn high school credit through **(x)** credit recovery **()** proving proficiency through assessment **()** _____.

The **()** college **(x)** high school grading scale will be utilized to award grades for dual credit courses.

The tuition and cost of college ~~text books~~ **textbooks** and materials will be paid by the **(x)** student **()** Board **()** _____.

If the college or university awards the grade, the scale may differ from West Virginia State Board of Education policy 2510 and the expectations and scale detailed in the Board Policy 5421 - Grading. The Board

[CHOOSE ONE]

(x) shall allow for the grade to count toward the student's final grade point average and class rank.

() shall indicate on the transcript pass or fail for courses not meeting West Virginia State Board of Education policy 2510 - Uniform Grading, thereby not counting toward the student's final grade point average and class rank.

() shall work with the college or university to conform the grade awarded to the provisions of West Virginia State Board of Education policy 2510 - Uniform Grading and the expectations and scale detailed in Board Policy 5421 - Grading prior to the student enrolling in the course. Therefore the final grade would count toward the student's final grade point average and class rank.

[END OF OPTIONS]

☒ A student may earn dual credit for the following courses required for graduation as established in State law and West Virginia Board of Education policy 2510 and this policy: agreements with colleges and universities.

☐ The credits earned under a dual credit program will only be used for elective credit.

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Book	Public Comment Period 4/17/26 thru 5/5/26
Section	Volume 18-1 Ready for TAA/Director
Title	Volume 18, No. 1 - January 2026 - MOUNTAINEER CHALLENGE ACADEMY
Code	po2275
Status	
Adopted	January 23, 2018
Last Revised	April 14, 2020

Volume 18, No. 1 - January 2026

2275 - MOUNTAINEER CHALLENGE ACADEMY

The West Virginia Board of Education shall provide the names and addresses of all dropouts to the Director of the Mountaineer Challenge Academy (MCA).

A student participating in the MCA special alternative education program shall be considered fully enrolled at the referring DistrictCounty for the purposes of state aid funding and calculating attendance and graduation rates.

The MCA shall confidentially maintain the educational records of all participating students and comply ~~will with~~ all applicable provisions of the Family Educational Rights and Privacy Act (FERPA).

TUITION

The DistrictCounty shall make payment of tuition to the MCA for each student who graduates from the MCA with a high school diploma and who resides in the DistrictCounty. Tuition means an amount equal to seventy-five percent (75%) of the statewide average net state aid allotted per student based on net enrollment adjusted for state purposes. The DistrictCounty shall pay tuition to the MCA only for those students earning a high school diploma while at the MCA and for whom the DistrictCounty receives state funding during the school year the student attends MCA (based on the enrollment status as of the preceding year second month enrollment) or for whom the DistrictCounty will receive state aid funding in the subsequent school year the student attends MCA (based on the enrollment status as of the second month enrollment in the year of attendance at MCA).

OPTION PATHWAY AND HIGH SCHOOL DIPLOMA

The MCA is approved by the West Virginia Department of Education to implement the Options Pathway, West Virginia Board of Education policy 2444.4, Issuance of the State of WV High School Equivalency Diploma.

The MCA student must successfully complete the requirements found in West Virginia Board of Education policy 2444.4 to be counted as a graduate of his/her home high school for the ~~purposed~~ purpose of calculating the graduation rate. West Virginia Board of Education policy 2444.4, section 8, states:

- A. Examinees, at least sixteen (16), seventeen (17) or eighteen (18) years of age, who are participating in the MCA may take the WVDE approved high school equivalency assessment without withdrawal from a WV high school.
- B. The sixteen (16), seventeen (17) or eighteen (18) years of age student currently enrolled in a WV high school participating in the Open Pathway shall be awarded a high school diploma from their high school of origin by the MCA and be counted as a graduate if the student meets the following requirements:
 1. Attends preparation classes for high school equivalency assessment;
 2. Passes the WVDE approved high school equivalency assessment;
 3. Completes the twenty-two (22) week MCA program

4. Successfully completes the competencies in the four National Guard Youth Challenge Program Courses; and
5. Meets the scores of a career readiness assessment as determined by the West Virginia Department of Education.

The MCA student who does not complete the Option Pathway while a resident of the program, may return to the high school of origin during or after the MCA post residential phase which lasts one (1) year from MCA graduation date to complete the deficient areas of study.

A MCA student who does not pass the high school equivalency assessment during enrollment may retest during or after the MCA post-residential phase and may use the MCA's photo identification during the MCA post-residential phase if documentation reflecting the student's graduation date from the MCA is presented to the Examiner.

A MCA student, age seventeen (17) or older, who does not successfully complete the MCA Option Pathway and does not return to a public high school may participate in the adult education program for the purpose of earning a high school equivalency diploma.

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West Virginia Board of Education policy 2446

WV Code 15-1B-24 and 18-2-6

Book	Public Comment Period 4/17/26 thru 5/5/26
Section	Vol 17-1/Vol 18-1 Ready for TAA/Director
Title	Revised Policy - Vol. 17, No. 1 - April 2025 - FIELD (CO-CURRICULAR) AND OTHER (EXTRA-CURRICULAR) COUNTY-SPONSORED TRIPS
Code	po2340
Status	
Adopted	May 26, 2015

2340 - FIELD (CO-CURRICULAR) AND OTHER (EXTRA-CURRICULAR) ~~DISTRICT~~COUNTY-SPONSORED TRIPS

The Board of Education recognizes the value of organized trips or other excursions away from ~~the~~ classroom as a valuable part of the County's educational programming and a valuable opportunity to obtain additional educational experiences not offered directly in the curriculum offerings. These opportunities occur in four (4) primary forms addressed in this policy: a) field/co-curricular program-related trips; b) extra-curricular ~~/co-curricular program-related~~ trips; c) overnight trips; and d) other County-Sponsored trips.

~~The Board of Education recognizes that field trips, when used for teaching and learning integral to the curriculum, are an educationally sound and important ingredient in the instructional program of the schools. Properly planned and executed field trips should:~~

- A. ~~() supplement and enrich classroom lessons and procedures by providing learning experiences in an environment outside the schools;~~
- B. ~~() arouse new interests among students;~~
- C. ~~() help students relate school experiences to the reality of the world outside of school;~~
- D. ~~() bring the resources of the community — natural, artistic, industrial, commercial, governmental, educational — within the student's learning experience;~~
- E. ~~() afford students the opportunity to study real world events and experiences and real world processes in their actual environment;~~
- F. ~~() increase the academic expectations for all students and help them to succeed in achieving those higher expectations;~~
- G. ~~() develop within the student an awareness of the work environment and how the skills the student is acquiring will be applied in that work environment.~~

Field/Co-Curricular Trips

For purposes of this policy, a field trip or co-curricular trip shall be defined as any planned journey by one (1) or more students away from school premises, ~~which is~~ and furthers or supplements an integral part of a course of study as planned ~~for the~~ and incorporated into that course of study by the teacher and is under the direct supervision and control of a professional staff member or any advisor as designated by the Superintendent. Field trips or co-curricular trips shall be approved by the (x) Superintendent () Board **[end of options]**. Co-curricular activities may take place during the instructional day.

Properly planned and executed field or co-curricular trips should cultivate new interests among students, help students relate school experiences to the reality of the world outside of school, bring the resources of the community within the students' learning experience, and afford students the opportunity to study real things and processes in their actual environment.

x] Out-of-state field trips that do not include an overnight stay must be approved by (x) the Superintendent (x) the Board **[end of options]**. **[END OF OPTIONAL PARAGRAPH.]**

[x] Field or Co-Curricular Trips to destinations more than 100 () miles **[enter amount]** from the county must be approved by the **(x)** Superintendent **()** Board **[end of options]**. **[END OF OPTIONAL PARAGRAPH]**

Extra-Curricular/Co-Curricular Trips

The Board recognizes that student trips will occur for reasons that are not directly incorporated into the curriculum as part of a class, but rather are part of the extra-curricular/~~co-curricular~~ activities offered by the County. For example, a County athletic team may travel to away games or take a trip to an out-of-town tournament. Any such trips must be identified at the beginning of the activity for the school year, or for the particular season. Extra-curricular/~~co-curricular~~ trips shall be approved by the **(x)** Superintendent **(x)** Athletic Director **()** Board **[END OF OPTIONS]** in accordance with the same procedures used for approving field trips. In cases where such advance notice is not possible (such as travel to State tournament competition), the staff member responsible for such activity shall notify the **(x)** Athletic Director **(x)** Principal **(x)** Superintendent **()** Board **[END OF OPTIONS]** of the activity and pertinent information.

Extra-curricular trips that extend to an overnight stay are considered overnight travel, other than ~~WVSA~~WVSSAC athletic teams participating in State tournaments/meets.

Overnight Travel

Overnight travel is defined as a field trip that involves one (1) or more overnight stays. The County views overnight travel outside of the County related to the curriculum/program as an adjunct to that curriculum/program. As such, it is an important feature of the overall educational program. The County recognizes the importance of overnight travel outside of the County to amplify and enhance studies that occur in the schools' classrooms through unique enrichment opportunities that are not available locally. Overnight travel shall first be approved by the **(x)** Principal **(x)** Superintendent **[END OF OPTIONS]** in accordance with the County's overnight travel guidelines **(x)**, and then must be submitted to the Board for final approval **[END OF OPTION]**.

[x] International field trips present special considerations that need to be taken into account when planning these activities. The Board must approve these trips to be considered County-sponsored trips. The Board will only approve international field trips that are affiliated with a sponsoring or commercial organization that specializes in international travel **(x)** and that is responsible for establishing the cost of such programs and for collecting payment directly from participating students or their parents **[END OF OPTION]**. **[END OF OPTIONAL PARAGRAPH]**

[x] Approval of international travel shall also take into account travel warnings for Americans to avoid travel to specified countries. These warnings are issued by the United States Department of State based on current conditions around the world and are updated as deemed necessary. **[END OF OPTION]**

Other County-Sponsored Trips

Other ~~District~~County-sponsored extra-curricular trips shall be defined as any planned, student-travel activity which is approved as part of the ~~District's~~ County's total educational program, but not a part of a particular course and not expressly connected to an established extra-curricular/co-curricular activity. These trips may include such trips as summer trip programs, youth service trips, and other types of day trips that are organized by or through school staff or facilitated in some fashion through the County, ~~and is under the direct supervision and control of a professional staff member or any advisor as designated by the Superintendent.~~ Extra-curricular activities shall be scheduled outside of the instructional day or during the school day using time that is not part of the required instructional day such as using accrued instructional time. It may be used for athletics, non-instructional assemblies, social programs, entertainment and other similar activities.

County-sponsored extra-curricular trips approved as part of the educational program shall be under the direct supervision and control of a professional staff member or any advisor as designated by the Superintendent. Extra-curricular activities shall be scheduled outside of the instructional day or during the school day, using time that is not part of the required instructional day, such as using accrued instructional time. It may be used for athletics, non-instructional assemblies, social programs, entertainment, and other similar activities.

Transportation for Field and Other County-Sponsored Trips

Regular or special-purpose school vehicles shall be used for transportation on curricular/co-curricular and extra-curricular ~~District~~County-sponsored trips. Certified professional or service personnel may be permitted to drive Board-owned, rented, or leased vehicles provided that no more than ten (10) occupants, including the operator, are transported at one time. No more than two (2) ~~District~~County Board-owned, rented, or leased vehicles as described above shall be used for any single trip. A bus shall be used for more than nineteen (19) students and/or passengers on curricular and extra-curricular trips.

The transportation for all curricular/co-curricular and extra-curricular DistrictCounty-sponsored trips is to be by vehicles owned or approved by the DistrictCounty and driven by approved drivers. Exceptions must have the approval of the Superintendent.

Students will not be charged for the cost of transportation to and from educational field trips on school days.

The Board ~~providing transportation for students~~ shall require participating in-school officials to submit a planned schedule of curricular and extra-curricular activities ~~shall require participating school officials to submit a planned schedule~~ trips to the DistrictCounty Superintendent or their designee for approval. Procedures shall be as follows:

- A. The (☒) Director of Transportation (☐) Supervisor of Transportation shall receive a copy of the approved schedule far enough in advance to arrange safe and adequate transportation.
- B. Schedules for approved trips shall not interfere with the regular transportation schedule.
- C. Only school bus operators employed by the ~~DistrictCounty~~ Board of Education shall operate type A1, A2, B, C, and D buses on such trips.
- D. All school buses used for such trips shall be covered by insurance as provided in W. Va. Code 18-5-13.
- E. Students transported in a school bus on such trips shall, in addition to the school bus operator, be supervised by a least one (1) professional employee of the Board who shall provide a list of all persons on the bus to the school bus operator. Each additional bus shall be supervised by a professional employee or person approved by the Board.

☒ Students shall be supervised while they are waiting for rides home. **[END OF OPTION]**

Provisions for specialized health care needs shall be made if necessary. Students transported in a school bus on such trips shall be instructed on the location and operation of all emergency exits and proper procedures for evacuating the bus in case of accident or breakdown.

☐ All students are expected to ride the approved vehicle to and from each activity. A special request must be made to the staff member or sponsor by the parent, in writing or in person, to allow an exception. **[END OF OPTION]**

☒ Students not affiliated with the trip activity, ~~nondistrict~~ noncounty students, and/or children of preschool age shall not be permitted to ride on the trip vehicle (☒) without prior approval of the principal. **[END OF OPTION]**

☒ No student is allowed to drive on any trip. An exception may be made by the principal on an individual basis, provided the student's parent(s) provide written authorization and release from liability. **[END OF OPTION]** (☒) In case such an exception is made, the approved student driver shall not transport any other student. **[END OF OPTION]**

Counties providing curricular and extra-curricular transportation shall ~~file~~, through the WVEIS, at the end of each month, a report on curricular and extra-curricular trips.

School personnel shall not accept any form of compensation from vendors that might influence their recommendation on the eventual selection of a location for, or a vendor that will provide transportation to, a field or other DistrictCounty-sponsored trip. Furthermore, school personnel shall not accept any compensation from a vendor after a decision has been made regarding the location for, or a vendor that will provide transportation to, a field or other DistrictCounty-sponsored trip. In addition, school personnel who recommended the location for, or a vendor that will provide transportation to, a field or other DistrictCounty-sponsored trip shall not enter into a contractual arrangement whereby an individual staff member receives compensation in any form from the vendor that operates the venue for, or provides the transportation to, a field or other DistrictCounty-sponsored trip for services rendered.

Such compensation includes, but is not limited to, cash, checks, stocks, or any other form of securities, and gifts such as televisions, microwave ovens, computers, discount certificates, travel vouchers, tickets, passes, and other such things of value. In the event that a school staff member receives such compensation, albeit unsolicited, from a vendor, the staff member shall notify the Treasurer, in writing, that s/he received such compensation and shall thereafter promptly transmit said compensation to the Treasurer at his/her earliest opportunity.

General Trip Provisions

The Board shall consider field trips that are included in curriculum guides to have been approved in advance. All field trips not listed in the curriculum guide must each be approved by the (☒) Superintendent (☐) Board **[END OF OPTION]**.

☐ The ☐ Superintendent ☐ Board **[end of option]** shall annually approve a list of potential field trips. Each proposed field trip not so listed must be separately approved by the Board **[END OF OPTIONAL PARAGRAPH]**

☒ The Board shall approve those field trips and other County-sponsored trips that ☐ take students more than _____ (____) miles from this County. **[end of option]** ☒ are planned to keep students out of the County overnight or longer, or out of the State. **[end of option]** **[END OF OPTIONAL PARAGRAPH.]**

The Superintendent shall approve all other such trips.

[SELECT OPTION 1 or OPTION 2 BELOW]

[] [OPTION 1]

☐ The Board shall assume the costs of field trips, including, but not limited to, admission fees; no regularly enrolled student shall be charged a fee for participation in field trips. Students may be charged fees, however, for other County-sponsored trips that are not part of a course of study. **[END OF OPTIONAL PARAGRAPH]**

[x [OPTION 2]

☒ Students may be charged fees for County-sponsored trips ☒, but no student shall be denied participation for financial inability, nor shall nonparticipation be penalized academically. **[END OF OPTIONAL PARAGRAPH]**

[END OF OPTIONS]

Students on all county-sponsored trips remain under the supervision of this Board and are subject to the County's administrative guidelines.

~~The Board shall:~~

~~A. ☐ approve all proposed field trips;~~

~~B. ☐ consider field trips which are included in curriculum guides to have been approved in advance;~~

~~All field trips not listed in the curriculum guide must each be approved by the Board.~~

~~C. ☐ annually approve a list of potential field trips;~~

~~Each proposed field trip not so listed must be separately approved by the Board.~~

~~D. ☐ approve those field trips and other DistrictCounty-sponsored trips which~~

~~☐ take student more than miles from this District County;~~

~~☐ are planned to keep students out of the District County overnight or longer or out of the State.~~

~~The Superintendent shall approve all other such trips.~~

~~Students will not be charged for the cost of transportation to and from educational field trips on school days.~~

~~☐ The Board shall assume all other costs of field trips, including, but not limited to, admission fees; no regularly enrolled student shall be charged a fee for participation in field trips. Students may be charged such fees, however, for other DistrictCounty-sponsored trips which are not part of a course of study.~~

~~☐ Students may be charged fees, including, but not limited to, admission fees, for DistrictCounty-sponsored trips.~~

~~☐ but no student shall be denied participation for financial inability, nor shall nonparticipation be penalized academically.~~

☒ Students on all DistrictCounty-sponsored trips remain under the supervision of this Board and are subject to the District's County's administrative guidelines. **[END OF OPTION]**

The Board does not endorse, support, or assume liability in any way for any staff member, volunteer, or parent of the District County who takes students on trips not approved by the Board or Superintendent. No staff member may solicit students of this District County for such trips within the facilities or on the school grounds of the District County without

permission from the Superintendent. Permission to solicit neither grants nor implies approval of the trip. **(x)** Such approval must be obtained in accordance with the ~~District's~~ County's Administrative Guidelines for Extended Trips **[end of option]**.

The Superintendent shall prepare administrative guidelines for the operation of both field and other ~~District~~ County-sponsored trips, including athletic trips, which shall address:

- A. ~~(x)~~ the safety and well-being of students;
- B. ~~(x)~~ parental permission is sought and obtained before any student leaves the ~~District~~ on a trip;
- C. **(x)** each trip is properly planned, and if a field trip, is integrated with the curriculum, evaluated, and followed up by appropriate activities which enhance its usefulness;
- D. **(x)** the effectiveness of field trip activities is judged in terms of demonstrated learning outcomes; ~~(x) each trip is properly monitored;~~
- E. **(x)** each trip is properly monitored; (1 teacher: 25 students);
- F. ~~(x)~~ student behavior while on all field trips complies with the Student Code of Conduct and on all other trips complies with an approved code of conduct for the trip;
- G. ~~(x) a copy of each student's Emergency Medical Authorization Form is in the possession of the staff member in charge;~~ the staff member in charge shall have access to each student's Emergency Medical Authorization form;
- H. **(x)** provisions have been made for the administration of medication to those students for whom medications are administered routinely while at school;
- I. **(x)** provisions have been made at the trip destination and in transportation, if and when required to accommodate students and/or chaperones with disabilities;
- J. provisions for the selection of lodging (for overnight trips) that provide a safe and secure environment.

[] A professional staff member shall not change a planned itinerary while the trip is in ~~progress~~, progress except where the health, safety, or welfare of the students in ~~his/her~~ the staff member's charge is imperiled. **()** or where changes or substitutions beyond his/her control have frustrated the purpose of the trip. **[END OF OPTION]**

In any instance in which the itinerary of a trip is altered, the professional staff member in charge shall notify the administrative superior immediately.

Trips Not Sponsored by the County

No staff member, volunteer, coach, or other individual acting in some capacity for the County may solicit students of this County to participate in any trip not sponsored by the County unless that staff individual has received approval of the **()** Principal **()** Superintendent **[END OF OPTIONS]** to promote such trips within the facilities or on the school grounds. This includes summer trips abroad or other trips offered through a third-party organizer in which a staff member, volunteer, coach, or other individual acting in some capacity for the County is participating, as well as athletic activities outside the County's athletic program.

If approval is granted to solicit students to participate, that individual must communicate clearly to parents that the trip is not County-sponsored and that the individual is not participating within the staff individual's role representing the County. Coordination and/or participation in such a program shall be consistent with Policy 3210 - Staff Ethics/Policy 4210 - Support Staff Ethics.

~~**[]** School vehicles are not to be used if the entire distance traveled round trip from the point of exit and entry of the State is more than _____ miles.~~

W. Va. WV Code 18-2E-8

~~West Virginia State Board of Education policy 2436.10, policy 2510, policy 4336~~

WVBE policy 2436.10

WVBE policy 2510

WVBE policy 4336

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WV Code 18-2E-8

WVBE policy 2436.10

WVBE policy 2510

WVBE policy 4336

Book	Public Comment Period 4/17/26 thru 5/5/26
Section	Vol 16-2/Vol 17-2 Ready for TAA/Director
Title	GUIDANCE AND COUNSELING
Code	po2411
Status	
Adopted	May 26, 2015
Last Revised	October 11, 2022

2411 - GUIDANCE AND COUNSELING

The Comprehensive School Counseling Programs (hereinafter referred to as "CSCP") is an integral part of the complete educational program and aligned with the school's mission. The CSCP is a proactive, systemic approach to assist students in acquiring attitudes, knowledge, skills, and behaviors necessary to maximize student success and preparation for a variety of postsecondary options. The CSCP incorporates the West Virginia Tiered System of Supports (WVTSS) to provide universal prevention for all students, targeted interventions for at-risk students, and intensive interventions for the most at-risk students. The CSCP is standards-based and designed to address identified needs developmentally and sequentially within each programmatic level. The CSCP utilizes school and community data to identify student needs related to the CSCP and set annual priorities aligned with the school's strategic plan. (See Also Policy 2120 - District and School Improvement)

The Board of Education shall provide that:

- A. beginning August 1, 2025, the County shall employ two (2) school counselors to 1,000 students of net enrollment;

The County may follow the ratio of one (1) counselor to every 400-450 students in elementary school and one (1) counselor to every 250 - 300 students in high school.

- B. every student has access to a CSCP coordinated by full-time certified school counselors as defined in WV State Board policy 5202 with appropriate and effective implementation of all components outlined in that policy; and
- C. a CSCP policy for schools aligned with requirements outlined in WV State Board policy 2315 is submitted for approval to the WVDE. The initial and subsequent revisions will be submitted to the West Virginia Department of Education (WVDE) by October 1 of each school year; and
- D. a comprehensive drop-out prevention program utilizing the expertise of school counselors and any other appropriate resources is implemented pursuant to the requirements established in State law. (See also Policy 5200 - Attendance)

The District Central Office shall provide that:

- A. principals and school counselors are provided professional learning opportunities and appropriate resources to effectively implement the components outlined in WV State Board policy 2315; and
- B. each school's CSCP aligns with the West Virginia School Counseling Model and the applicable WV State Board policies: Policy 5310, Policy 4373, Policy 2520.15, Policy 2520.19, and Policy 2510. The District's Central Office shall monitor the CSCP Plan development and the CSCP's implementation at each school.

Each school shall provide that:

- A. each student benefits from a CSCP through appropriate and effective implementation of all components outlined in this WV Board policy 2315;

B. in accordance with State law, school counselors spend at least eighty percent (80%) of work time in a direct counseling relationship with students ~~to provide both direct and indirect services that support student success.~~ School counselors shall devote no more than twenty percent (20%) of ~~work time the workday~~ to administrative activities ~~which include planning, managing, and assessing the CSCP according to the West Virginia School Counseling Model and as defined in WV State Board policy 2315~~ directly related to their counseling duties. School counselors may not perform the following duties without a written agreement;

1. administering cognitive, aptitude, and achievement testing programs;

Provided, that school school counselors may administer make up tests and any tests that are required for virtual students, should no other person be available to administer the test.

2. routinely signing excuses for students who are tardy or absent;
3. performing disciplinary actions or assigning discipline consequences;
4. routinely covering classes when teachers are absent or to create teacher planning time;
5. maintaining student records;

Provided, that school counselors may have access to student records.

6. computing grade-point averages;

Provided, that school counselors may compute grade-point averages for the purpose of determining a student's eligibility for scholarships or post-secondary goals.

7. routinely supervising classrooms or common areas;
8. keeping clerical records;

Provided, that school counselors may access clerical records.

9. coordinating Individual Education Plans;

Provided, that this does not preclude school counselors from otherwise participating in Individual Education Plans when appropriate.

10. coordinating 504 Plans;

Provided, that this does not preclude school counselors from otherwise participating in 504 Plans when appropriate.

11. coordinating Student Study Teams

Provided, that this does not preclude school counselors from otherwise participating in Student Study Teams when appropriate.

- C. school counselors, in collaboration with the principal, school leadership team, school counseling advisory council, or other stakeholders, develop an annual CSCP Plan, utilizing the West Virginia CSCP Plan Template;
- D. school counselors are supported in the establishment and convening of the school counseling advisory council to develop and assess the CSCP. The school counselors develop agendas and plan meetings to inform stakeholders about the CSCP. The advisory council meets at least two times per year to discuss school data, CSCP priorities, assessment, and annual student impact goals. The school counselors analyze and incorporate feedback from the advisory council;
- E. the CSCP utilizes student, school, and community data to identify student needs, annual CSCP goals aligned with the school's strategic plan, and evidence-based practices to address student needs;
- F. through a collaborative partnership and an integrated delivery model involving school counselors, school leadership team, and other stakeholders, all students are provided opportunities to achieve the foundational standards established in the West Virginia Pre-K Standards (Ages 3-5) and the West Virginia College and Career-Readiness

Dispositions and Standards for Student Success (WVCCRDSSS);

- G. the CSCP includes the program delivery components: integrated delivery of WVCCRDSSS, instruction, appraisal, advisement, personalized student planning, counseling, consultation, collaboration, and referrals;
- H. the CSCP Plan is supported and monitored by the principal to assure that students benefit from the implementation of the CSCP;
- I. school counselors adhere to FERPA guidelines, ASCA Ethical Standards, confidentiality laws/guidelines, and informed consent;
- J. school counselors are evaluated by the school principal as defined in WV State Board Policy 5310 and per the West Virginia Professional School Counselor Standards (WVPSCS); and
- K. the school counselor is a member of the school crisis prevention and response planning team and is involved in developing and updating the school crisis prevention and response plan per WV Board policy 4373.
- L. At least once every two (2) years, school counselors serving students in grades Pre-K through 12 shall participate in the School Counselors Conference.
- M. Every two (2) years, school counselors serving students in grades 7 through 12 shall receive training regarding building and trades and apprenticeship programs available to students in West Virginia. This training shall be administered by the West Virginia Department of Education and provided at no cost to the counselors.

WV State Board policy 2315, Comprehensive School Counseling Program, shall be incorporated by reference into this policy.

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Legal

WV Code 18-5-18b

West Virginia Board of Education policy 2315

West Virginia Board of Education policy 2510

West Virginia Board of Education policy 4373

West Virginia Board of Education policy 5100

West Virginia Board of Education policy 5310

Book Public Comment Period 4/17/26 thru 5/5/26

Section Vol 17-1 Ready for TAA/Director

Title New Policy - Vol. 17, No. 1 - April 2025 - AIDS EDUCATION PROGRAM

Code po2413

Status

New Policy - Vol. 17, No. 1 - April 2025

2413 - AIDS EDUCATION PROGRAM

The goal of this policy is to assist in the protection of students by providing them with the knowledge and skills necessary to avoid behaviors that will put them at risk of infection with the human immunodeficiency virus (HIV) and other sexually transmitted diseases (STD).

All public schools containing any grades six (6) through twelve (12) must teach health education ~~which, which~~ includes instruction in the prevention, transmission ~~and, and~~ spread of AIDS and other sexually transmitted diseases. Inclusion of AIDS education in curricular areas such as science, social studies ~~and, and~~ developmental guidance is warranted to assure total understanding of the disease and its consequences. West Virginia ~~State Board of Education Policy-policy~~ (WVBE) 2520.5, Health Content Standards ~~and Objectives~~ constitutes the course curriculum requirements. Materials used, including textbooks, should be aligned with the content standards.

An educational inservice on the prevention, transmission and treatment of current communicable diseases shall include, but not limited to, human immunodeficiency virus (HIV) and acquired immune deficiency syndrome (AIDS), shall be provided to all school personnel every two (2) years by the ~~District Board of Education~~, as specified in ~~W. Va.~~ WV Code 18-2-9 and 18-5-15d.

The ~~District County~~ shall ~~assure-ensure~~ that AIDS education is taught by qualified personnel who periodically participate in staff development activities that will provide current information related to AIDS education. The ~~District County~~ must also ~~assure-ensure~~ the program is comprehensive and provides not only knowledge about the disease, but also has a focus on behaviors and skills to prevent exposure to the virus. () including abstinence **[end of option]**.

The ~~District County~~ must notify parents/guardians that they have the right to attend staff development regarding AIDS and other STDs, examine course curriculum requirements and curricular ~~materials-materials~~, and exempt their child from AIDS and other STD instruction, if they deem it advisable. The parent/guardian must give written notice to the principal exempting their child from AIDS and other STD instruction on a form developed by the ~~District County~~. The form shall include:

- A. (x) health class and/or other assignments from which the student will be excused;
- B. (x-) information that clarifies that an alternative assignment will be given;
- C. () information that indicates that an annual review of materials and requests for exclusion are necessary.

Once the parents' request has been received, it is the responsibility of the principal to communicate this information to all appropriate personnel. The classroom teacher and other personnel are responsible for ~~assuring-ensuring~~ that the parents' request is honored.

Failure to comply with components of this policy regarding exclusion of students from AIDS and other STD instruction may result in discipline.

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Legal 18-2-9 and 18-5-15d, Code of West Virginia
West Virginia State Board of Education policy 2423

Book	Public Comment Period 4/17/26 thru 5/5/26
Section	Vol 16-2/Vol 17-2 Ready for TAA/Director
Title	ALTERNATIVE SCHOOL PROGRAMS
Code	po2451
Status	
Adopted	May 26, 2015
Last Revised	December 10, 2019

2451 - ALTERNATIVE SCHOOL PROGRAMS

The Board of Education recognizes that the regular school program may not be appropriate for all students and that certain students may need special programs to help them overcome attendance, academic, and/or behavioral problems.

An alternative education program is a temporary authorized departure from the regular school program designed to provide educational and social development for students whose disruptive behavior places them at risk of not succeeding in the traditional school structures and in adult life without positive interventions. Although ~~districts~~ counties may provide for alternative education programs for non-disruptive students, this policy applies only to programs for disruptive students who have been removed from the traditional school environment because of their behavior. The State Superintendent's approval of the ~~District~~ County alternative education policies and procedures is required for authorization to operate an alternative education program under these regulations.

The purpose of this policy is to:

- A. provide a safe and orderly learning environment for the education of all students in the ~~District~~ County schools and to
- B. meet the educational needs of disruptive students

The alternative education programs for disruptive students will encompass the following:

- A. ☐ in-school suspension;
- B. ☒ a separate part-time or full-time alternative education classroom;
- C. ☐ a ~~school within~~ school within a school;
- D. ☐ a school on an alternative site;
- E. ☒ a virtual setting;
- F. ☒ a combination in-person/virtual setting;
- G. ☒ an after school class/night school program;
- H. ☐ a combination academic/work-based program.

~~The Board may request a waiver of West Virginia Board of Education policies and regulations in the development and operation of alternative education programs directly from the State Superintendent.~~ The Board shall have flexibility in developing the type or types of alternative education program options needed to meet the needs of disruptive students in the County. The Board may request a waiver of WVBE policies and regulations in the development and operation of alternative education programs. Such a waiver request does not have to be submitted in accordance with the procedures

for requesting waivers stipulated under WV Code 18-5A-3, but may be submitted directly to the State Superintendent of Schools. Program flexibility does not extend to modifying the provisions of Policy 2419 in providing alternative education programs for students with exceptionalities or Section 504 of the Rehabilitation Act of 1973.

Goals of the Program

- A. prepare students for the transition back into regular classroom;
- B. completion of regular high school graduation requirements and awarding of a regular high school diploma;
- C. the awarding of a high school equivalency diploma;
- D. reduction in dropout rates;
- E. improvement in the attendance rate; and
- F. reduction of incidents requiring disciplinary action.

Eligibility and Placement

Students may be placed in alternative education programs for:

- A. violations of the Productive and Safe Schools Act (WV Code 18A-5-1a) in accordance with the provisions of the Act;
- B. repeated violations of the ~~District's~~ County's discipline policy following documented multiple behavioral interventions by the Student Assistance Team at the referring school;
- C. continuation of educational services during periods of suspension ~~or expulsion~~.
- D. A student returning to a West Virginia public school from an in-state or out-of-state placement does not automatically meet the eligibility for alternative education for disruptive students. West Virginia schools are prohibited from automatically placing these students in alternative education for disruptive students based solely on the fact that they are returning from placement.

Students who have been expelled must be placed in an alternative education program unless found to be a dangerous student under the procedures set forth in WV Code 18A-5-1a.

Students who have been suspended or expelled from a public or private school in another West Virginia ~~district~~ county or in another state but are now found within this ~~District~~ County, may not be denied enrollment unless determined to be a "dangerous student" under the procedures set forth in WV Code 18A-5-1a.

Upon placement, the Student Assistant Team shall develop a student's written plan to address academic, behavioral, social-emotional, and mental health needs as appropriate criteria for re-entry to the regular school program, and provisions for periodic review of the student's progress at least on an annual basis. The team for all students with disabilities shall be the IEP team and the written plan shall be the IEP.

Process for Placement

Placement decisions, excluding short-term in-school suspension, shall be made by the ~~(x)~~ Student Assistance Team ~~(x)~~ ~~Alternative Education Placement Team~~ with the opportunity for the participation of the student's parent/guardians.

The ~~(x)~~ Student Assistance Team ~~(x)~~ ~~Alternative Education Placement Team~~ shall develop a student's written plan which includes academic courses and behavioral components, criteria for re-entry to the regular school program and provisions for periodic review of the student's progress at least on an annual basis. The team for all students with disabilities shall be the IEP team and the written plan shall be the IEP.

Curriculum

~~The Board shall have an identified written curriculum for alternative education programs based upon West Virginia Board of Education approved standards and include a component for teaching responsible behavior in a climate/culture conducive to teaching and learning. In addition, staff certified in the core subject areas shall participate in the development of the academic curriculum and the assessment measures to determine mastery of instructional goals and objectives.~~ The curriculum will be based upon State-approved standards and include a component for teaching responsible behavior in a climate/culture conducive to teaching and learning.

Instruction

The instruction shall be personalized in a developmentally and age-appropriate delivery.

Units of Credit

Units of credit are granted based upon proficiency of State-approved content standards.

Program Completion

A student may complete an alternative education program in one of the following manners:

- A. fulfilment on the criteria for re-entry into the referral school;
- B. completion of high school graduation requirements and awarding of a high school diploma from the referral school;
or
- C. completion of a high school equivalency exam in accordance with WV policy 2444.4.

Student Assessment

Students enrolled in alternative education programs shall participate in the State Assessment Program, in accordance with West Virginia Board of Education policy 2340 ~~---The Statewide Assessment Program~~ West Virginia Measures of Academic Progress Program. The test scores for these students shall be counted in the results of the referral school.

Support Services

Students in alternative education programs shall receive ~~school~~-counseling services and/or other support services as indicated in the student's written plan.

Students in alternative learning centers, in alternative placements, or with a licensed behavioral health agency shall meet regularly with a school social worker, behavior specialist, board certified behavior analyst, school psychologist, or other qualified employee with expertise in the behavioral area to address the behavioral and mental health concerns associated with the referral to the alternative learning center and to assist in developing a transition plan back to the classroom and assist with that transition.

Special Education Services

The Board shall comply with applicable State and Federal laws and regulations in the education of exceptional students placed in alternative education programs.

Involvement of Parents and Community Agencies

Parents, families, community, and business members through a variety of means will be encouraged, to become involved in the student's education. Law enforcement and probation officers will be involved when deemed appropriate for the student's success.

Optional Alternative Education Settings**A. Day-School Programs.**

Absent expulsion, a student attending an alternative education day school program shall have the opportunity to receive a full-time instructional program and full instructional day during regular school hours.

B. After-Hours/Night School Program

The Board has authorized the Superintendent to provide alternative education programs after regular school hours for expelled students and for students who have repeated serious violations of the county's discipline policy following documented multiple behavioral interventions and out-of-school suspensions. After-hours/night school programs shall include the provision of academic coursework and development of social skills/and appropriate behavior. Unless otherwise required by law, regulation, or court order, transportation services for such programs are at the discretion of the Board.

C. Home-Based Programs for Disruptive Students

The Board may provide home-based programs solely for students expelled under the Productive and Safe School Act (WV Code 18A-5-1a) or for disruptive students who meet the eligibility criteria for home/hospital instruction.

[x] Behavioral Management Plan as an Alternative to ~~District's~~ County's Discipline Policy

A student's behavioral management plan may be an alternative to the Board's discipline plan.

Staffing Plan

[Insert Plan]

Personnel

It is the responsibility of the ~~District~~ County Board to select the most qualified applicant(s) to implement the alternative education program. Classroom teachers shall be selected on the basis of the teachers' demonstration of competence in meeting the following standards:

- A. a person possessing a WV teaching certificate
- B. ability to effect positive behavior in disruptive students
- C. effective leadership and/or mentoring skills in working with youth
- D. successful experience in providing education to troubled or disruptive youth
- E. specialized training or experience in non-tradition programs
- F. specialized training in behavior management skills

A Temporary Authorization valid for one (1) year shall be obtained by the successful candidate(s) of the alternative education program position(s). The Superintendent must verify that the applicant possesses the competencies identified above. The Temporary Authorization shall be required to be renewed each year based on the applicant's continued employment in an alternative education program.

Class/School Size/Limits

[Insert Limits]

Criteria for Completion/Reentry into Regular Education

Students may complete an alternative education program in one (1) of the following manners:

- A. fulfillment of the criteria for re-entry into the referral school;
- B. completion of regular high school graduation requirements and awarding of a regular high school diploma from the referral school; or
- C. completion of a high school equivalency exam in accordance with West Virginia Board of Education policy 2444.4—~~Issuance of the State of West Virginia High School Equivalent Diploma and Option Pathway.~~

Program Evaluation

The Board shall conduct an annual evaluation of the effectiveness of the program(s). The evaluation shall focus upon the impact on student performance and results using indicators as:

- A. academic gains;
- B. reduction of dropout rates;
- C. reduction in incidents requiring disciplinary action;

D. improvement in attendance rates;

E. rates of successful program completion and return to regular program;

F. rates of successful completion of career and technical programs;

G. rates of successful completion of high school graduation or attainment of a high school equivalency diploma; and

H. rates of successful job placement and job retention.

The State Department of Education shall review compliance with alternative education requirements and the effectiveness of alternative programs through monitoring and review of the application received annually. The alternative education program shall be evaluated on the basis of its stated goals and the provisions of West Virginia Board of Education policy 4373.

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WV Code 18-2-6 and 18-5-19

West Virginia State Board of Education policy 4373

Book	Public Comment Period 4/17/26 thru 5/5/26
Section	Volume 17-2 Ready for TAA/Director
Title	Revised Policy - Volume 17, No. 2 - August 2025 - PROGRAM ACCOUNTABILITY AND EVALUATION
Code	po2605
Status	
Adopted	May 26, 2015
Last Revised	October 22, 2019

Revised Policy - Volume 17, No. 2 - August 2025

2605 - PROGRAM ACCOUNTABILITY AND EVALUATION

The Board of Education believes that effective education includes proper evaluation of the results produced from the educational resources provided by the community and the government. As the governing body of the ~~District~~County, the Board has the responsibility for assessing how well goals are being accomplished.

The Joint Committee on Government and Finance, in conjunction with the Legislative Oversight Commission on Education Accountability ("LOCEA") may, at reasonable and prudent intervals, cause the Legislative Auditor to conduct performance audits of county boards or local districts who utilize State funding.

The Board shall fulfill this responsibility by establishing a means for the continued evaluation of results which shall be systematic and specific.

The following goals from West Virginia's Consolidated State Every Student Succeeds Act (ESSA) plan will guide accountability for the ~~District~~County and its schools.

- A. By 2030, all schools will meet their West Virginia Accountability Indicator targets in each of the following areas: proficiency rates, College and Career Ready Progress measure; graduation rates; English Learner progress; and Student Success measures.
- B. By 2030, all schools will demonstrate annual gains in mathematics and reading proficiency based on Lexile and Quantile measures.
- C. By 2030, all elementary and middle schools will demonstrate progress, as measured by benchmark assessments, and all high schools will demonstrate College and Career Ready Progress as measured by the number of students on track to graduate and postsecondary achievement.
- D. By 2020, at least ninety percent (90%) of all students will graduate from high school within four (4) years of enrolling in grade 9, and by 2030 at least ninety-five percent (95%) of all students will graduate from high school within five (5) years of enrolling in grade 9.
- E. Schools will demonstrate adequate performance on additional indicators of student success, attendance, and behavior.

A single system of accountability will be applied to the ~~District~~County and its schools. See West Virginia's approved Accountability and Accreditation System for guidelines for the accountability system.

The Superintendent shall recommend improvements in the educational program annually, based on ~~District~~County evaluation of assessment data.

[x] The Board reserves the right to employ experts from outside the ~~District~~County to serve in the evaluation process.

[] The Board will annually make available to the public the progress of the student body toward the goals of the DistrictCounty.

Assessment results obtained under this policy shall not be used for comparison purposes except as required by statute and State Department of Education regulations or as authorized by the Superintendent or the Board.

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WV Code 18-5-13

West Virginia Board of Education policy 2510